

U.S. DEPARTMENT OF ENERGY
WESTERN AREA POWER ADMINISTRATION
FOR OFFICIAL USE ONLY

CITIZENSHIP FORM

This form is in accordance with DOE Notice 142.1, Unclassified Foreign Visits and Assignments. The information will be treated as privacy information and one copy will be kept in a secured filing cabinet.

Citizenship: Please mark the box that applies to you and answer the questions associated with the box you marked. Sign and date at the space provided below and return this form to the responsible Contracting Officer Representative.

☐ I am a U.S. citizen by birth in the United States.

1.) What is your mother's maiden name? _____

☐ I am a U.S. citizen, but I was NOT born in the U.S.

1.) What is your mother's maiden name? _____

2.) Provide Information about one or more of the following proofs of your citizenship.

☐ Naturalization Certificate (Where were you naturalized?)

Court _____ City _____ State _____

Certificate Number _____

Month/Day/Year Issued _____

☐ Citizenship Certificate (Where was the certificate issued?)

City _____ State _____

Certificate Number _____

Month/Day/Year Issued _____

☐ State Department Form 240- Report of Birth Abroad of a Citizen of the United States.

Date Issued: Month/Day/Year _____

3.) Dual Citizenship

If you are (or were) a dual citizenship of the United States and another country, provide the name of that country.

Country _____

☐ I am not a U.S. Citizen.

1.) What is your mother's maiden name? _____

2.) If you are an alien, provide the following information:

☐ Place you entered the United States?

City _____

State _____

Date _____

☐ Alien Registration Number _____

☐ Country of Citizenship _____

Printed Name: _____

Signature: _____ Date: _____

FOR OFFICIAL USE ONLY

FOREIGN NATIONAL DATA CARD
FOR UNCLASSIFIED FOREIGN VISITS AND ASSIGNMENTS
TO WESTERN AREA POWER ADMINISTRATION
Please print clearly

Personal Data			SECTION A		
1. Name of Visitor: (Last)		(First)		(Middle)	
2. Male <input type="checkbox"/> Female <input type="checkbox"/>					
3. Country of Birth:		6. Date of Birth: / /		8. Citizenship:	
4. City of Birth:		7. Social Security Number:		9. Passport/Visa/Immigration Numbers:	
5. Permanent Address:				10. Country of Issue:	
				11. Expiration Date:	
Employment Data			SECTION B		
12. International Agreement Code:		13. Current Employer/Business Name:			
		14. Business Address:			
Visit Data			SECTION C		
15. Buildings/Sites to be Visited:					
16. Request Date:			17. Name and Signature of DOE Host:		
18. Purpose of Visit:					
19. Technological Area (Be very specific):					
20. Start Date of Visit:			21. End Date of Visit:		
22. Authorized SES Manager - Signature:				Date:	
23. Security Office Approval - Signature:				Date:	

**INSTRUCTIONS FOR PREPARING Foreign National Data Card for Unclassified Foreign
Visits and Assignments to WAPA (WAPA F 3000-72#- 6-03)**

Routing of Form:

- ☐ 1. Requestor- Meeting host initiates the form at least 30-45 days before planned visit
- ☐ 2. Regional Manager (or Acting Official) for approval signature
- ☐ 3. Original to Regional Safety and Security Office (The Safety and Security office reviews and sends to Pam Moody- CSO)
- ☐ 4. Pam Moody (CSO- A7700) (Conducts required back-ground checks and approves visit)
- ☐ 5. Approval sent to Regional Safety and Security Officer
- ☐ 6. Regional Safety and Security Officer notifies host and front desk personnel of approval/denial

To allow time for background checks, this form must be completed at least 30 days for non-sensitive countries visitors, and 45 days for visitors from sensitive countries.

For more information and a list of sensitive countries go to:

<http://www.cso.wapa.gov/cpo/3700/SECURITY/fva.htm>

(Failure to complete this approval process may result in denial of visit.)

Section A – PERSONAL DATA INFORMATION

- BLOCK 1. Employee name: Last name; first name, middle name
- BLOCK 2. Select Male or Female: Place a check mark in the appropriate box
- BLOCK 3. Country of Birth: Spell out. No abbreviations
- BLOCK 4. City of Birth: Spell out. No abbreviations
- BLOCK 5. Permanent Address: Self-explanatory
- BLOCK 6. Date of Birth: Month/Day/Year
- BLOCK 7. Social Security Number: Self-explanatory
- BLOCK 8. Country of Citizenship: Spell out. No abbreviations
- BLOCK 9. Passport/Visa/Immigration Number: One must be supplied
- BLOCK 10. Country of Issue of Passport/Visa/Immigration Number
- BLOCK 11. Expiration Date: of above issued document Month/Day/Year

Section B – EMPLOYMENT DATA

- BLOCK 12. International Agreement Code: If one exists the visitor will know it. Not required.
- BLOCK 13. Current Employer/Business Name: Self-explanatory
- BLOCK 14. Business Address: Self-explanatory

Section C – VISIT DATA INFORMATION

- BLOCK 15. Buildings/Sites to be Visited: Be specific (note: Must be escorted by host at all times)
- BLOCK 16. Request Date: Date host is submitting this request for approval
- BLOCK 17. Name and Signature of DOE Host: Must be a supervisor
- BLOCK 18. Purpose of Visit: State clear purpose
- BLOCK 19. Technological Area: Be very specific- DO NOT abbreviate
- BLOCK 20. Start Date of Visit: Month/Day/Year
- BLOCK 21. End Date of Visit: Month/Day/Year
- BLOCK 22. Authorized SES Manager Signature: Regional Manager or SES.
- BLOCK 23. Authorized Approval Signature Pam Moody –visit not approved without this signature